

**TOWN OF MOULTONBOROUGH  
BUILDING PERMIT APPLICATION REQUIREMENTS**

June 23, 2011

To properly review your building permit application the following is required. If anything is missing it will take longer to review your permit. Request for more information or rejection of the permit by the code enforcement office will be done in writing, back to the property owner.

Completed application (one permit fits all, fill it out as it applies to the work you are doing).

Plans of the work to show measurements, lumber sizes, etc. (used to figure permit fees also).

All setbacks to the new work (when creating a new footprint, regardless of size). Please show location of roads abutting the property, other structures, septic location, well and the driveway on the property, or planned.

Description of the new work you will be performing and are requesting with this permit along with the use of each area. (Plumbing, Electrical, Gas Oil and Mechanical permits are separate).

If the work will include heated areas or is to be insulated, an energy code form is required with the application.

Septic approval number, or copy of state approval, if required for the work you are doing.

CSPA permit approval number or state form from the state if required for work within 250' of the high water line.

**All contractor signs** are limited to the property you are working on **not** on the roads leading to the job site, all other signs will be confiscated, and fines will be assessed and paid before a CO is issued.

# TOWN OF MOULTONBOROUGH

**Application for Building Permit**  
**P.O. Box 139, Moultonborough, NH 03254**  
**Tel. 603-476-2347**

**Map** \_\_\_\_\_ **Lot** \_\_\_\_\_

**Date:** \_\_\_\_\_

The undersigned hereby applies for permission to make certain building improvements as described below. (Plans to be submitted if required by Building Inspector.) All construction to be completed in accordance with the Town Ordinances and State of New Hampshire Regulations and IBC Code. Work depicted on this application complies with requirements imposed by Building Inspection Department.

CONSTRUCTION					Street: _____	
OCCUPANCY		ROOFING			Lot Size: Ft. Frontage _____ Ft. Depth _____ Total Area _____	
Single Family		Combustible			Owner: _____	
Multi Family		Non-Combustible			Water Supply: Public __ Private __	
Apartment No. Fam.					Electric Wiring: Underground __ Overhead __	
Store		FLOORS			Sewage Displ: Public __ Septic__ Tank__ Permit No. _____ Date _____	
Offices			B	1	2	3
Warehouse		Concrete			Construction to be started: _____	
Comm. Garage		Wood			Estimated Cost \$ _____ Fee Paid \$ _____	
Res. Garage		Carpet			Plot Lot and Building Improvements, showing width of front, side and rear yards. Mark N indicating North. Show distances from all lot lines.	
No. Cars Det. <input type="checkbox"/> Alt. <input type="checkbox"/>		HEATING				
Gas Station		Hot Air Furnace				
Additions-Alterations		Hot Water Furnace				
FOUNDATION		Fireplace				
Concrete		Woodstove				
Concrete Block		Build Dimensions				
Brick or Stone		Height				
Piers		No. of Stories				
EXTERIOR WALLS		No. Parking Spaces				
Masonry Veneer		Sprinkler				
Wood Frame		LIGHTING				
Solid Masonary		Electric Wiring				
Conc. Or Cinder Blk.		Service Distribution				
INTERIOR WALLS		NO. OF BEDROOMS				
		B	1	2		
Combustible		Bsmt.		3rd		
Non-Comb't.		1st				
		2nd				
KITCHEN BUILT-INS		PLUMBING				
Fan		4 Pc. Bathroom				
Fan & Hood		3 Pc. Bathroom				
Slide-in Range		3 Pc. Shower Room				
Countertop Range		2 Pc. Toilet				
Wall Oven		Toilet Only				
Dishwasher		Lavatory				
Disposal		Other:				

**PERMIT VOID 6 MONTHS FROM DATE ISSUED.**  
Describe Construction or Alteration Proposed.

**Subdivision Owner (if any):** \_\_\_\_\_

Signature of Owner or Applicant	Address	Phone
---------------------------------	---------	-------

Builder	Address of Builder	Phone
---------	--------------------	-------

Is this property located in a Floodplain Zone? \_\_\_\_\_

Is construction occurring in a wetland area? \_\_\_\_\_

**APPLICATION:** REJECTED \_\_\_\_\_ APPROVED \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

**ISSUED TO:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

\_\_\_\_\_  
Code Enforcement Officer

Certificate of Occupancy required \_\_\_\_\_

Construction not authorized until Permit is issued.